

**A G E N D A**  
**RIO DELL CITY COUNCIL**  
**STUDY SESSION - 6:00 P.M.**  
**REGULAR MEETING - 6:30 P.M.**  
**TUESDAY, JUNE 5, 2012**  
**CITY COUNCIL CHAMBERS**  
**675 WILDWOOD AVENUE, RIO DELL**

*WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

**THE TYPE OF COUNCIL BUSINESS IS IDENTIFIED IMMEDIATELY AFTER EACH TITLE IN BOLD CAPITAL LETTERS**

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. STUDY SESSIONS - 6:00 p.m.

1) 2012/0605.01 - Humboldt Waste Management Authority (HWMA) JPA Amendment

E. CEREMONIAL

F. PUBLIC PRESENTATIONS

*This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 5 minutes.*

G.. CONSENT CALENDAR

*The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Council members if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS".*

- |  |    |
|--|----|
| 1) 2012/0605.03 - Approve Minutes of the May 15, 2012 Regular Meeting ( <b>ACTION</b> )  | 1  |
| 2) 2012/0605.04 - Approve Minutes of the May 29, 2012 Special Meeting ( <b>ACTION</b> )  | 10 |
| 3) 2012/0605.05 - Approve Progress Payment Request No. 3 to Wahlund Construction, Sequoia Construction Specialties in the Amount of \$569,008.43 for work related to the Wastewater Treatment Plant Upgrade and Disposal Project ( <b>ACTION</b> ) | 14 |

#### H. SPECIAL PRESENTATIONS

- |   |    |
|---|----|
| 1) 2012/0605.06 - County of Humboldt Draft General Plan and Draft Environmental Impact Report – Presentation by John Miller | 22 |
|---|----|

#### I. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- |  |    |
|--|----|
| 1) “SPECIAL CALL ITEMS” from Consent Calendar                              |    |
| 2) 2012/0605.07 - One Way Streets and Town Center Zoning ( <b>ACTION</b> ) | 23 |
| 3) 2012/0605.08 - Approve Micheli Stipulation ( <b>ACTION</b> )            |    |
| 4) 2012/0605.09 - Approve Wolff Stipulation ( <b>ACTION</b> )              |    |

#### J. ORDINANCES/SPECIAL RESOLUTIONS

- |  |    |
|--|----|
| 1) 2012/0605.10 - Consider Albin General Plan and Zone Reclassification ( <b>ACTION</b> )  | 28 |
| 2) 2012/0605.11 - Approve Resolution No. 1153-2012 Amending the 2006 CDBG Housing Rehabilitation Program Guidelines ( <b>ACTION</b> )            | 29 |
| 3) 2012/0605.12 - Conduct Second Reading (by title only) and Approve Ordinance No. 288-2012 Cross Connection Control Ordinance ( <b>ACTION</b> ) | 36 |

#### K. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Chief of Police
3. Finance Director

#### L. COUNCIL REPORTS/COMMUNICATIONS

#### M. STUDY SESSIONS/PUBLIC HEARINGS

#### N. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED CLOSED SESSION AS FOLLOWS:

#### O. PUBLIC COMMENT REGARDING CLOSED SESSION



P. RECESS INTO CLOSED SESSION

Q. RECONVENE INTO OPEN SESSION

R. ORAL ANNOUNCEMENTS

S. ADJOURNMENT

*The next Regular meeting will be on June 19, 2012  
at 6:30 PM in the City Council Chambers*

**RIO DELL CITY COUNCIL  
REGULAR MEETING  
MAY 15, 2012  
MINUTES**

The Regular Meeting of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Woodall.

**ROLL CALL:** Present: (Closed Session- 5:00 p.m.) Mayor Woodall, Councilmembers Thompson and Wilson, City Manager Henrickson, City Attorney Russ Gans

Absent: Councilmembers Leonard and Marks

(Study Session/Regular Meeting) Mayor Woodall, Councilmembers Thompson and Wilson, City Manager Henrickson, Chief of Police Hill, Finance Director Beauchaine, Community Development Director Caldwell, Water Superintendent Jensen, Wastewater Superintendent Chicora, City Clerk Dunham and Jim Stretch

**ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:**

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

Pursuant to Government Code Section 54956.9(a) Name of Case:

Steven and Sharon Wolff v. City of Rio Dell, Humboldt Superior Court Case No. CV120162

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

Pursuant to Government Code Section 54956.9(a) Name of Case:

Anthony Micheli v. City of Rio Dell, Humboldt County superior Court Case No. CV100171

Mayor Woodall announced the Council would be adjourning to closed session to discuss the above matters and asked for public comment. There being no public comment, the Council adjourned to closed session at 5:05 p.m. The closed session ended at 5:40 p.m.

The Council reconvened into open session at 5:41 p.m.

**ORAL ANNOUNCEMENTS**

Mayor Woodall announced the Council took action in closed session by a vote of 3-0 to carry over the Wolff closed session case to the next called City Council meeting, and that there was no reportable action taken on the Micheli case.

**STUDY SESSIONS**

Budget Study Session

Finance Director Beauchaine presented supplemental budget materials including Budget Changes; a Budget Line Item Summary by Department Operations Budget for FY 2012-2013; and a spreadsheet of PG&E Usage by Location as requested by the City Council at the last meeting.

She reviewed budget changes made following concerns raised at the last budget study session which included:

- A reduction in the City's contribution to Employee Health Insurance
- A reduction in salary increases from 4% to 3% per year
- A reduction in the City Manager's Health Insurance Contribution by \$5,000
- A reduction in the Finance Department's Overtime Budget by \$4,000 and Audit costs By \$13,000
- A correction to the Police Department's 5171 budget to read \$1,000 instead of -\$5,000
- A correction in the City Council's budget to eliminate Councilmember Barsanti and replace with Councilmember Wilson

City Manager Henrickson pointed out that these revisions led to an excess operating surplus of \$192,273 from \$174,182 as originally projected. He provided a list of budget recommendations for the \$192,273 surplus which included City Manager Reserve/Stormwater Planning; City Hall roof replacement; a used police car; street maintenance fund; a radar trailer or radar signs; sewer replacement; and reserves for future allocation.

Next was review of the Revenue and Expenditure Budget line items as proposed.

City Manager Henrickson then passed out a list of proposed Capital Improvement Projects and said between now and July staff will be bringing back to the Council the draft Capital Budget for consideration.

The Budget Study Session ended at 6:20 p.m.; Mayor Woodall called for a 10 minute recess.

The Council reconvened at 6:30 p.m.

**PUBLIC PRESENTATIONS**

Nick Angeloff spoke on behalf of the Redwood Empire Services and said he had just returned from Washington, D.C. where he received bi-partisan support for the east-west rail service. He thanked the City Council for its letter of support of a feasibility study for a new rail service.

**CONSENT CALENDAR**

## MAY 15, 2012 MINUTES

### Page 3

Motion was made by Thompson/Wilson to approve the consent calendar including approval of minutes of the May 1, 2012 regular meeting; approval of the purchase of sewer line repair kits and manhole inserts; and approval for upgrade of City Hall ADA ramp and entrance in an amount not to exceed \$3,500. Motion carried 3-0.

### SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

#### Direct Staff to Prepare and Ordinance Requiring Parkland Dedication Fees for all Residential Subdivisions Within the City

Community Development Director Caldwell provided a staff report and stated that staff recently discovered that in 2009 when Parkland Dedication fees were established, the fee only applied to subdivisions subject to the Planned Development combining zone. The City Council directed staff at that time, to prepare and return to the Council with recommendations regarding implementation of fees on other new construction. Since this matter has not been revisited, staff is requesting that the Council consider the implementation of Parkland Dedication Fees for all residential subdivisions within the City.

Community Development Director Caldwell explained the \$1,500 fee is assessed per residential unit and cannot be used for maintenance of existing parks but rather for land acquisition and park development under the Quimby Act.

Mayor Woodall called for public comment on the proposed fees; there being no public comment, the public comment period closed.

Motion was made by Wilson/Thompson to direct staff to prepare an Ordinance requiring Parkland Dedication Fees for all residential subdivisions within the City. Motion carried 3-0.

#### Authorize the Mayor to Sign a Letter Supporting the Eel River Basin Plan Amendment

City Manager Henrickson provided a staff report and said that discharge of treated wastewater to the Eel River is prohibited and in conjunction with planning for the new wastewater treatment facility, staff explored the possibility of upgrading the City treatment to tertiary standards in order to continue to discharge to the Eel River in the summer months. Staff felt that the cost of tertiary treatment was far less than the cost of piping treated wastewater across the river and developing a disposal field. The City was told by the Regional Water Quality Control Board that amending the Basin Plan could take up to seven years which was beyond the City's timeframe.

He said the City recently learned that Fortuna is spearheading an effort to amend the Basin Plan, as they too will be required to develop off river disposal similar to the requirements imposed on Rio Dell. He said if the Basin Plan Amendment is eventually adopted it would provide the City an alternative for summertime treated wastewater disposal that could be more economical and therefore, staff supports the effort to amend the Eel River Basin Plan.

**MAY 15, 2012 MINUTES**

**Page 4**

Motion was made by Thompson/Wilson to authorize the Mayor to sign a letter of support to the North Coast Regional Water Quality Control Board for amendment of the Eel River Basin Plan. Motion carried 3-0.

Approve Wildwood Avenue Streetscape Landscape Design and Direct City Manager to Continue to Develop Bid Specifications

City Manager Henrickson stated at the last meeting he was directed to proceed with the streetscape design process based on the approved concept design plan. The next step in the process was to develop a landscape plan. He said a draft concept design was prepared with the assistance of Miller Farms Nursery which was available for review by the Council, staff and the public. The plan provided for trees, a substantial amount of ground cover and a unique water feature to create an attractive visual presentation with minimal maintenance. He said the next step, provided the Council approves the design, is to come back with a final design in July, go out to bid in August with a project completion date anticipated sometime in the fall.

A public hearing was opened to receive public comment on the proposed project.

Richard Newman questioned the cost for maintenance; City Manager Henrickson said the advantage of the proposed landscape plan is that there is very little grass to mow and the only other issue is that the Maple trees will lose leaves in the fall which may require some maintenance.

Nick Angeloff said he thought the plan looks great and thanked the City Manager and the City Council for their efforts.

Councilmember Wilson said he would like to see staff look into solar and LED lighting as an option; City Manager Henrickson agreed.

Motion was made by Wilson/Thompson to direct the City Manager to continue to develop bid specifications for the Wildwood Avenue Streetscape Project based on the Draft Concept Design Landscape Plan as presented. Motion carried 3-0.

**ORDINANCES/SPECIAL RESOLUTIONS**

Approve Resolution No. 1154-2012 Adopting a Minimum Fund Balance Reserve Policy

Finance Director Beauchaine provided a staff report and said at the direction of the City Council staff prepared a Minimum Fund Balance Policy of 15% with a target of 30% of operating expenditures in each of the major operating funds included but not limited to the General Fund, Street Funds, and Enterprise Funds. She said the City Manager has determined this to be a substantial amount of working capital and the auditors have approved the policy.

**MAY 15, 2012 MINUTES**

**Page 5**

City Manager Henrickson noted that as indicated in the resolution, the reserves may be reduced from the minimum 15% by a super majority City Council vote, and declaration of a local emergency, to fund unforeseeable financial conditions such as one-time expenditures, or as transition funding in a recessionary economy, or other budget shortfall stop gap measures of a temporary nature.

Motion was made by Thompson/Wilson to approve Resolution No. 1154-2012 *Establishing a Minimum Fund Balance Policy*. Motion carried 3-0.

Approve Resolution No. 1153-2012 Amending the 2006 CDBG Housing Rehabilitation Program Guidelines

Community Development Director Caldwell provided a staff report and said about a year ago, the City took over the administration of the CDBG program from Redwood Community Action Agency (RCAA). As such, staff requested an electronic copy of the Guidelines that were adopted in 2006. During review of the Guidelines, staff discovered that there were some typos, incorrect address references and that some of the information was outdated. He said the Guidelines referred to the Uniform Building Code which has been superseded by the adoption of the California Building Code (CBC) in 2010. The Guidelines also referenced the 2006 Income Eligibility and Rental Limitation Requirements and staff is recommending the Guidelines be revised to reflect the current 2012 requirements.

Community Development Director Caldwell said in addition, staff is recommending that the City adopt a sliding scale interest rate based on income to encourage more people to take advantage of the program. The recommendation is that the interest rate be established at 1% for extremely low income; 2% for very low income; and 3% for low income. Also, staff recommends that the interest rate for qualified Eligible Owner-Investor Units be amended from the current 7% interest rate to 5%.

Community Development Director Caldwell said staff has submitted the proposed revisions to the State for review and approval and have received preliminary approval of the proposed revisions to the Guidelines.

Mayor Woodall commented that at one point, loans for investment units were eliminated and asked if the guidelines would have to be amended to remove that provision; she was told that they would need to be amended.

Councilmember Thompson suggested that owner-occupied loans be given priority over owner investment property; Community Development Director Caldwell said language to that affect could probably be included in the guidelines but agreed to discuss it with the representative from the State Housing and Community Development Department and report back to the Council. Council concurred.

A public hearing was opened at 7:01 p.m. to receive public input on the proposed resolution.

**MAY 15, 2012 MINUTES**

**Page 6**

Alice Millington asked if owner-investor units mean that one unit is owner occupied; Community Development Director Caldwell explained that it refers to any rental or investment property and that it does not mean that one of the units is owner occupied.

There being no further public comment, the public hearing closed at 7:02 p.m.

Consensus of the Council was that action on the resolution be tabled pending clarification from the State on the questions raised.

Introduce and Conduct First Reading (by title only) of Ordinance No. 288-2012 Cross Connection Control Ordinance

Water Superintendent Jensen provided a staff report and said the City's existing Cross Connection Control Ordinance is outdated and in need of update to bring it into compliance with current California Regional Water Quality Control Board requirements. He said one of the main changes is that property owners will now be responsible for the cost of installation, maintenance and inspection of the backflow prevention device if the Director of Public Works deems a device is necessary.

A public hearing was opened at 7:06 p.m. to receive public input on the proposed ordinance. There being no public comment, the public hearing closed.

Motion was made by Wilson/Thompson to introduce and conduct the first reading (by title only) of Ordinance No. 288-2012 *Cross Connection Control Ordinance*. Motion carried 3-0.

Albin General Plan and Zone Reclassification

Community Development Director Caldwell provided a staff report and said the applicant is requesting to re-designate approximately 3 acres from Community Commercial (CC) to Urban Residential (UR).

Community Development Director Caldwell presented a map showing Community Commercial (CC) zoned parcels within the City and a Land Use Inventory. He said 2 findings must be made for a General Plan Amendment and Zone Reclassification: 1) the proposed amendments are deemed to be in the public interest; and 2) the proposed amendments are consistent and compatible with the rest of the General Plan and any implementation programs that may be affected.

He said the proposed General Plan Amendment/Zone Reclassification was presented to the Planning Commission at their April 25, 2012 regular meeting and after careful consideration of the information provided to the Commission and comments from the public, the Planning Commission recommended denial of the proposed amendments at this time. The reason for denial was because of: 1) limited amount of available, vacant, viable Community Commercial



**MAY 15, 2012 MINUTES**

**Page 7**

land; 2) the parcel has very good visibility and convenient highway access; and 3) existing inventory of residentially designated lands.

Community Development Director Caldwell stated that staff also feels that it would be premature to rezone the property at this time and with Scotia homes to hit the market in 2-3 years it may be difficult to sell residential lots. Also, the Todd parcel along Highway 101 that the City was pursuing for acquisition and development is no longer viable which makes this site possibly more likely for commercial development.

Wally Wright, agent for the applicant, addressed the Council and said the applicant feels the best use of the property is residential and that the property has been on the market as commercial property for a number of years and still has not developed. He said the Todd property is much more inviting to a potential developer.

City Manager Henrickson stated he was in support of rezoning the parcel to residential and said originally it was designated as high-density residential and in his opinion should still be. He said the surrounding area is primarily residential and whether we like it or not, Rio Dell is a bedroom community and always will be.

Councilmember Thompson asked if the plan is to sell the parcel once it is rezoned or to subdivide into individual lots; Wally Wright stated the applicant has a subdivision planned. He said there are currently 4 vacant lots available for construction on May St. and existing is an approved subdivision on North St. that may develop this year; he said the infrastructure improvements for the proposed subdivision would tie into that development.

Councilmember Thompson asked with today's real estate market, what is the advantage of subdividing now rather than later; Wally Wright said they believe a residential use will come before commercial use.

Councilmember Thompson said he would be willing to approve the rezoning if the applicant confirms that a tentative subdivision application is ready to be submitted.

Councilmember Wilson stated that he sees the site as residential and if left as commercial, at best he could foresee one large commercial building which would probably not draw travelers off of Highway 101. Also, the types of homes to be sold in Scotia are not the same as newly constructed homes. He said there would be better potential in property tax revenue than sales tax, there is an issue with commercial access and overall is in support of the proposed zoning reclassification to residential.

Councilmember Thompson asked if the residential development will include multi-family units and said if the parcel is rezoned he wants assurance that the development will consist of single family homes and not apartment or condominiums. Community Development Director Caldwell stated under State law the City's hands are tied in regard to prohibiting second units.

**MAY 15, 2012 MINUTES**

**Page 8**

Alice Millington stated that she agrees that Rio Dell will always be a bedroom community but the problem is that with more residential development, comes the need for services. People even now have to drive to Fortuna for the basic things and said Rio Dell doesn't even have a florist. She agreed the parcel is not as desirable as the Todd property for commercial development but pointed out that the Todd property is apparently not for sale either. She said she can't believe the Council would eliminate a viable piece of commercial property for residential development.

There being no further public comment, the public hearing closed at 7:33 p.m.

Councilmember Wilson commented that there are buildings downtown that will lend to businesses such as a florist and said the Streetscape Improvement Project will encourage a better use of the downtown district.

Mayor Woodall stated that she has difficulty visualizing the type of commercial buildings that would ultimately be constructed on the site; Community Development Director Caldwell said he prepared a rough drawing of a potential commercial development which included a 14,000 sq. ft. building with a 2,400 sq. ft. warehouse and several smaller buildings, resembling somewhat of a strip mall. He said he also calculated the slope, and it works.

Motion was made by Wilson/Thompson to introduce Ordinance No. 290-2012 and Resolution No. 1155-2012 amending the plan and zoning designation of approximately 3 acres from Community Commercial (CC) to Urban Residential (UR); and continue consideration of the proposed Ordinance and Resolution to the meeting of June 5, 2012 for second reading and adoption. The motion failed 2-1 with the affirmative vote being less than a majority of the total membership of the City Council.

The matter was carried over to the June 5, 2012 regular meeting for further consideration.

**REPORTS/STAFF COMMUNICATIONS**

Chief of Police Hill reported on recent activities in the police department and said the dog that was shot was recovered and in the custody of the County.

Community Development Director Caldwell reported on recent activities in the planning department and said he would be attending an Arena Group meeting the following day regarding Regional Housing Needs Assessment and later in the day a meeting with the County regarding the Traffic Demand Model. Also, he announced there would be a community meeting held here the same evening to discuss the concept of one-way streets and the Town Center Zoning concept.

**COUNCIL REPORTS/COMMUNICATIONS**

**MAY 15, 2012 MINUTES**

**Page 9**

Councilmember Wilson questioned staff regarding the status on the implementation of a consumption based sewer rate; Finance Director Beauchaine said she was in contact with GHD and was told they were in communication with AccuFund representatives and were putting together a cost proposal for the City.

Councilmember Thompson reported on recent actions of the Humboldt Waste Management Authority (HWMA) Board and suggested the City Council schedule a special study session with the City Attorney to discuss the possibility of amending the JPA to limit Rio Dell's liability related to recent actions taken by the HWMA Board. A study session was tentatively scheduled for June 5, 2012.

Mayor Woodall complimented the nice job done on the Memorial Park signs.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 7:50 p.m. to the June 5, 2012 regular meeting.

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Julie Woodall, Mayor

Attest:

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Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL  
SPECIAL MEETING  
MAY 29, 2012  
MINUTES**

A Special Meeting of the Rio Dell City Council was called to order at 6:00 p.m. by Mayor Woodall.

**ROLL CALL:** Present: (Closed Session- 6:00 p.m.) Mayor Woodall, Councilmembers Marks, Thompson and Wilson, City Manager Henrickson, City Attorney Russ Gans

Absent: Councilmember Leonard

(Special Meeting) Mayor Woodall, Councilmembers Leonard, Marks, Thompson and Wilson, City Manager Henrickson, Finance Director Beauchaine, Wastewater Superintendent Chicora, City Clerk Dunham and Jim Stretch

**ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:**

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

Pursuant to Government Code Section 54956.9(a) Name of Case:

Steven and Sharon Wolff v. City of Rio Dell, Humboldt Superior Court Case No. CV120162

Mayor Woodall announced the Council would be adjourning to closed session to discuss the above matter and asked for public comment. There being no public comment, the Council adjourned to closed session at 6:00 p.m. Councilmember Marks arrived at 6:02 p.m. The closed session ended at 6:20 p.m.

The Council reconvened into open session at 6:22 p.m.

**ORAL ANNOUNCEMENTS**

Mayor Woodall announced the Council took action in closed session by a motion of Thompson, seconded by Marks to instruct its attorneys to seek a stipulation from petitioners and petitioners' attorney to request in camera review of the subject investigation report, and, if obtained, return the proposed stipulation bearing the petitioners' attorney's signature for Council review and approval. Motion carried 4-0.

Councilmember Leonard recused himself and was not present for the closed session meeting on this item.

**SPECIAL MEETING MATTERS**

## **MAY 29, 2012 MINUTES**

### **Page 2**

#### Approve Purchase of Portable Mainline Camera Inspection System

Wastewater Superintendent Chicora provided a staff report and stated the matter was presented to the Council at the May 1, 2012 regular meeting and is now before the Council for consideration for purchase of the equipment as described. He said as the council is aware, the City has a pipe patch repair kit but is in need of a camera system to help locate problem areas in need of repair. He said three (3) bids were obtained with the lowest bid coming from Weco Industries with a bid price of \$53,196.00. He said representatives from the company were in the City today and provided a demo of the Cues K2-Dolly Portable Mainline System. He said it worked very well and said software updates are included free of charge during the life of the equipment.

Motion was made by Thompson/Leonard to approve the purchase of the Cues K2 Dolly Portable Mainline Camera Inspection System for a cost not to exceed \$53,196.00. Motion carried 5-0.

#### Employee Handbook

City Manager Henrickson stated the Employee Personnel Rules (Handbook) was last updated in 1989 and therefore in need of update. The proposed new handbook addresses numerous changes which have occurred over the years both in operations and law. The draft has been reviewed by the City Attorney and at this time is being presented to the Council as a receive and file item only. He said there are some minor modifications to be made and the revised draft will be coming back to the Council for consideration at the June 19, 2012 regular meeting.

Motion was made by Leonard/Marks to receive and file the May 2012 Employee Handbook and place it on the June 19, 2012 Council agenda for approval. Motion carried 5-0.

#### Employment Agreements and MOU's

City Manager Henrickson stated as with the Employee Handbook, the employment agreements and MOU's are being presented to the Council as a receive and file item and will be placed on the June 19, 2012 agenda for approval.

He explained that all of the employee agreements and MOU's will expire on June 30, 2012 and as a result, negotiations were held with staff and association representatives for new 2-year contracts covering the period from July 1, 2012 to June 30, 2014. He said the existing agreements were negotiated after completion of a salary survey done in 2010 which revealed that most staff salaries were far below the median for equivalent positions in the market area. The Council established the goal of setting salaries at the median salary range however, due to financial constraints; most of the salaries were set at 85% of the median. He said the proposed agreements and MOU's are structured to begin to close the gap between the 85% of median wage and the target of 100% thus setting wage increases the first year of the agreements at 2% with an additional 1% if the City receives at least \$60,000 in COPS/SLESF funding for the fiscal year; likewise in the second year of the contracts.

**MAY 29, 2012 MINUTES**  
**Page 3**

City Manager Henrickson stated he is recommending the City have another Salary Survey done at some point to make sure salaries are still within the median salary range.

Motion was made by Wilson/Thompson to receive and file the Employee Agreements and Memorandum of Understandings (MOU's) for the Peace Officers Association and Employees' Association and place them on the June 19, 2012 Council agenda for approval. Motion carried 5-0.

Draft Operating Budget for Fiscal Year 2012-2013

City Manager Henrickson reported the City Council held two prior study sessions on the budget and the recommendation is to receive and file the item and bring it back on the June 19, 2012 Council agenda for approval.

Finance Director Beauchaine proceeded with a power point presentation and said the goal this evening is to present the draft budget and solicit any questions. She pointed out two (2) changes from the last review which included a \$10,000 reduction in property tax revenue and also an allowance for bad debt in the amount of \$10,000. She said the Revised Operating Budget as proposed, provides for a surplus of funds in the amount of \$174,301 which is proposed to be used for capital purchases. She noted that the Capital Budget Proposal will be presented and adopted as a supplemental budget at the June 19, 2012 regular meeting along with the Operating Budget.

Councilmember Marks asked if the matching funds associated with the possible passage of Measure X were allocated in the proposed budget; Finance Director Beauchaine said that those funds were not included in the budget and should the Measure pass, the budget will be amended.

Motion was made by Thompson/Marks to receive and file the Revised Operating Budget Summary for Fiscal-Year 2012-2013 and bring it back on the June 19, 2012 Council agenda for approval. Motion carried 5-0.

**PUBLIC PRESENTATIONS**

Alice Millington addressed the Council about her concerns regarding the request from Andy Albin to re-designate the parcel on Wildwood and Painter from Community Commercial (CC) to Urban Residential (UR). She said as a Planning Commissioner she spent a lot of time working on the General Plan Update and after much consideration feels very strongly that the subject parcel should remain Community Commercial (CC). She provided statistics about the current real estate market and said there are currently 32 homes listed for sale in Rio Dell of which 11 are pending sale with the highest asking price of those homes being \$235,000. She said high-end buyers will likely not consider living at Wildwood and Painter so the amount of property tax revenue the City would receive would be minimal. She said the City's low crime rate attracts new homeowners but we must also be able to provide services.

**REPORTS/STAFF COMMUNICATIONS**

City Manager Henrickson announced this meeting as his last before retiring and thanked the community and staff for their support and lastly thanked the City Council for everything they did to make his job easier. He said the past 2 years as City Manager has passed quickly and said he will enjoy looking back on Rio Dell. He said he was leaving the City in good hands with Jim Stretch on board to resume the position.

**COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Marks said she missed the meeting regarding the designation of one-way streets in the "Avenues" and asked how the meeting went; City Manager Henrickson said staff would be coming back to Council at the next meeting with a recommended course of action.

Councilmember Thompson spoke on behalf of the entire City Council expressing sincere thanks and appreciation to City Manager Henrickson for his service to the community over the last two years. He said the City has gone through some very major, much needed changes during this time and the Council feels they have, with his guidance accomplished more as a Council during his short tenure than they did several years prior. Many issues that have been on the City Council's "to do" list for far too long have been resolved and his guidance on creating a vision for the community will be with us long after he has gone. He said although everyone is sorry to see him leave, wanted to wish him the best in his well-deserved retirement.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 7:00 p.m. to the June 5, 2012 regular meeting.

Attest:

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Julie Woodall, Mayor

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Karen Dunham, City Clerk



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*675 Wildwood Avenue  
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: May 31, 2012

SUBJECT: Wahlund/Sequoia Construction Pay Request #3

**RECOMMENDATION**

Approve Pay Request

**BUDGETARY IMPACT**

Pay Request #3 in the amount of \$569,008.43 will be funded through the SRF Loan/Principal Forgiveness.

**BACKGROUND AND DISCUSSION**

Pay Request #3 has been approved for payment by the City's Construction Manager and City Manager.

**Progress Payment Summary**

Owner: City of Rio Dell  
Project Title: Rio Dell Wastewater Treatment Plant  
Upgrade and Disposal

Job #: 24-11  
Payment #: 3  
Period Ending: 30-May-2012

**1. Analysis of Authorized Contract Amount to Date**

a. Authorized Contract Work Amount	\$ 10,631,000.00
b. Total Change Orders Work Amount	\$ -
<b>c. Adjusted Contract Amount to Date</b>	<b>\$ 10,631,000.00</b>

**2. Analysis of Work Performed**

a. Contract and Change Orders Performed to Date	\$ 1,276,915.88
b. Retainer, 5%	\$ 63,845.79
c. Net Contract Work to Date	\$ 1,213,070.09
d. Previous Billed	\$ 644,061.66
<b>e. Balance Due This Period</b>	<b>\$ 569,008.43</b>

**3. Certification of Contractor**

According to the best of my knowledge and belief, I certify that all items and amounts shown on the Schedule of Values are correct; that all work has been performed and/or material supplied in full accordance with the requirements of the referenced Contract, and/or duly authorized deviations, substitutions, alterations, and/or additions.

Wahlund Construction, Inc./  
Sequoia Construction Specialties  
Contractor

*Ken Wahlund*  
Authorized Representative

Date: 5/23/2012 Title: Joint Venture Administrator

**4. Certification of Construction Manager**

I certify that I have checked and verified the above and foregoing Schedule of Values; that to the best of my knowledge and belief it is a true and correct statement of work performed and/or material supplied by the Contractor; that all work and/or material included in this Progress Payment Summary has been inspected by me and/or my duly authorized representative or assistants and that it has been performed and/or supplied in full accordance with the requirements of the referenced contract; and that the payment due to the Contractor is correctly computed on the basis of work performed and/or material supplied to date.

Construction Manager

Date:

**5. Approval for Payment**

*[Signature]*  
City Manager

Date: 6/11/2012

# WAHLUND CONSTRUCTION, INC./ SEQUOIA CONSTRUCTION SPECIALTIES

*A Joint Venture*

License No. 855844

Eureka Office: 707-268-0150 Fax: 707-268-0137

To: City of Rio Dell

675 Wildwood Avenue

Rio Dell, California 95562

## Rio Dell Wastewater Treatment Plant Upgrade and Disposal Project HDR Project No. 152932

Pay Request No.: 3

Period Ending: 05/30/12

Item	Description of Item	Qty	Unit	Unit Cost	Total Cost	Previous		This Period		Total To Date	
						Qty	\$	Qty	\$	Qty	\$
1	<b>Bid Item 1</b>										
	Sheeting, shoring and bracing or equivalent method conforming to applicable safety order.	1	LS	\$ 5,000.00	\$ 5,000.00	75%	\$ 3,750.00	0%	\$ -	75%	\$ 3,750.00
	<b>Bid Item 1 Total</b>				<b>\$ 5,000.00</b>		<b>\$ 3,750.00</b>		<b>\$ -</b>		<b>\$ 3,750.00</b>
2	<b>Bid Item 2</b>										
	Over-excavation and disposal of undesirable material and compaction of fill material under biological treatment facility as defined in Section 02200 of the specifications.	2,500	CY	\$ 35.00	\$ 87,500.00	422	\$ 14,770.00	0	\$ -	422	\$ 14,770.00
	<b>Bid Item 2 Total</b>				<b>\$ 87,500.00</b>		<b>\$ 14,770.00</b>		<b>\$ -</b>		<b>\$ 14,770.00</b>
3	<b>Bid Item 3</b>										
	14-inch recycled water pipeline from Station 1+50 (+/-) to Station 101+50 (+/-), including all appurtenances as required to complete work.	10,000	LF	\$ 108.00	\$ 1,080,000.00	0	\$ -	0	\$ -	0	\$ -
	<b>Bid Item 3 Total</b>				<b>\$ 1,080,000.00</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>
4	<b>Bid Item 4</b>										
	Recycled water pipeline from Station 101+50 (+/-) to Station 201+50 (+/-), including all work in Caltrans right-of-way.	1	LS	\$ 1,500,000.00	\$ 1,500,000.00	0%	\$ -	0%	\$ -	0%	\$ -
	<b>Bid Item 4 Total</b>				<b>\$ 1,500,000.00</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>
5	<b>Bid Item 5</b>										
	All work at disposal site on north side of Eel River outside of Caltrans right-of-way.										
5.1	Site Clearing	1	LS	\$ 15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -
5.2	Earthwork	1	LS	\$ 289,475.00	\$ 289,475.00	0%	\$ -	0%	\$ -	0%	\$ -
5.3	Distribution and Turnout Boxes	1	LS	\$ 15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -
5.4	Precast Concrete Pump Station	1	LS	\$ 28,000.00	\$ 28,000.00	0%	\$ -	0%	\$ -	0%	\$ -
5.5	Pump Station Base & Equipment Pad	1	LS	\$ 6,825.00	\$ 6,825.00	0%	\$ -	0%	\$ -	0%	\$ -
5.6	Overflow Valve Concrete Pads	1	LS	\$ 20,475.00	\$ 20,475.00	0%	\$ -	0%	\$ -	0%	\$ -
5.7	Hydroseeding	1	LS	\$ 54,059.25	\$ 54,059.25	0%	\$ -	0%	\$ -	0%	\$ -
5.8	Submersible Non-Clog Tailwater Pumps	1	LS	\$ 32,386.10	\$ 32,386.10	0%	\$ -	0%	\$ -	0%	\$ -
5.9	REW Piping	1	LS	\$ 150,000.00	\$ 150,000.00	44.67%	\$ 67,003.22	0.00%	\$ -	44.67%	\$ 67,003.22
5.10	DFD Piping	1	LS	\$ 145,000.00	\$ 145,000.00	34.63%	\$ 50,211.42	0.00%	\$ -	34.63%	\$ 50,211.42

5.11	Tailwater Pump Piping - Material	1	LS	\$	20,002.50	\$	20,002.50	0%	\$	-	0%	\$	0%	-
5.12	Tailwater Pump Piping - Labor	1	LS	\$	7,381.50	\$	7,381.50	0%	\$	-	0%	\$	0%	-
5.13	Tailwater Pump Installation per D04	1	LS	\$	6,460.65	\$	6,460.65	0%	\$	-	0%	\$	0%	-
5.14	HDG Bar Grating 2x per 1/D03	1	LS	\$	2,625.00	\$	2,625.00	0%	\$	-	0%	\$	0%	-
5.15	PVC Stilling Well per D04	1	LS	\$	2,310.00	\$	2,310.00	0%	\$	-	0%	\$	0%	-
				<b>Bid Item 5 Total</b>		<b>\$</b>	<b>795,000.00</b>		<b>\$</b>	<b>117,214.64</b>		<b>\$</b>	<b>117,214.64</b>	
6	<b>Bid Item 6</b>													
	All work as required per the MMRP as outlined in Specification Section 01560.	1	LS	\$	70,000.00	\$	70,000.00	0%	\$	-	20%	\$	14,000.00	20%
				<b>Bid Item 6 Total</b>		<b>\$</b>	<b>70,000.00</b>		<b>\$</b>	<b>14,000.00</b>		<b>\$</b>	<b>14,000.00</b>	
7	<b>Bid Item 7</b>													
	Storm Water Pollution Prevention Plan and Implementation per Specification Section 02271.	1	LS	\$	10,500.00	\$	10,500.00	0%	\$	-	0%	\$	-	0%
				<b>Bid Item 7 Total</b>		<b>\$</b>	<b>10,500.00</b>		<b>\$</b>	<b>-</b>		<b>\$</b>	<b>-</b>	
8	<b>Bid Item 8</b>													
	All other work as indicated on the project plans and defined in the project specifications.													
8.1	<b>Bidding Requirements</b>													
8.1.1	Performance & Payment Bond	1	LS	\$	82,000.00	\$	82,000.00	100%	\$	82,000.00	0%	\$	-	100%
8.1.2	Insurance	1	LS	\$	88,000.00	\$	88,000.00	100%	\$	88,000.00	0%	\$	-	100%
				<b>Bidding Requirements Total</b>		<b>\$</b>	<b>170,000.00</b>		<b>\$</b>	<b>170,000.00</b>		<b>\$</b>	<b>170,000.00</b>	
8.2	<b>General Requirements</b>													
8.2.1	Mobilization	1	LS	\$	156,250.00	\$	156,250.00	100%	\$	156,250.00	0%	\$	-	100%
8.2.2	Demobilization	1	LS	\$	25,000.00	\$	25,000.00	0%	\$	-	0%	\$	-	0%
8.2.3	Plumbing Mobilization	1	LS	\$	21,000.00	\$	21,000.00	0%	\$	-	0%	\$	-	0%
8.2.4	Field Engineering & Surveying	1	LS	\$	10,000.00	\$	10,000.00	10%	\$	1,000.00	0%	\$	-	10%
8.2.5	Administration Requirements	1	LS	\$	252,000.00	\$	252,000.00	11.11%	\$	28,000.00	5.56%	\$	14,000.00	16.67%
8.2.6	Construction Schedules	1	LS	\$	2,000.00	\$	2,000.00	25%	\$	500.00	5%	\$	100.00	30%
8.2.7	Submittals	1	LS	\$	18,000.00	\$	18,000.00	10%	\$	1,800.00	10%	\$	1,800.00	20%
8.2.8	Temporary Offices, Sanitation, etc.	1	LS	\$	54,000.00	\$	54,000.00	11.11%	\$	6,000.00	5.56%	\$	3,000.00	16.67%
8.2.9	Project Sign	1	LS	\$	1,500.00	\$	1,500.00	0%	\$	-	0%	\$	-	0%
8.2.10	Construction Photographs	1	LS	\$	500.00	\$	500.00	50%	\$	250.00	50%	\$	250.00	100%
				<b>General Requirements Total</b>		<b>\$</b>	<b>540,250.00</b>		<b>\$</b>	<b>193,800.00</b>		<b>\$</b>	<b>19,150.00</b>	
8.3	<b>WWTP Sitenwork</b>													
8.3.1	Sludge Drying Bed Demolition	1	LS	\$	45,750.00	\$	45,750.00	100%	\$	45,750.00	0%	\$	-	100%
8.3.2	Misc. Existing Tanks & Buildings Demolition	1	LS	\$	18,459.00	\$	18,459.00	0%	\$	-	0%	\$	-	0%
8.3.3	Staging Area Earthwork & Grading	1	LS	\$	25,000.00	\$	25,000.00	100%	\$	25,000.00	0%	\$	-	100%
8.3.4	Staging Area Temporary Fencing	1	LS	\$	1,500.00	\$	1,500.00	100%	\$	1,500.00	0%	\$	-	100%
8.3.5	Hot Mix Asphalt Paving	1	LS	\$	38,287.20	\$	38,287.20	0%	\$	-	0%	\$	-	0%
8.3.6	Canopy Slab @ CL2 Bldg	1	LS	\$	5,250.00	\$	5,250.00	0%	\$	-	0%	\$	-	0%
8.3.7	Canopy Slab @ Ops Bldg	1	LS	\$	7,350.00	\$	7,350.00	0%	\$	-	0%	\$	-	0%
8.3.8	Generator Slab	1	LS	\$	13,125.00	\$	13,125.00	0%	\$	-	0%	\$	-	0%
8.3.9	CL2 Mixer Concrete Repair	1	LS	\$	4,200.00	\$	4,200.00	0%	\$	-	0%	\$	-	0%



8.3.10	Chem Storage Slab	1	LS	\$	4,200.00	\$	4,200.00	0%	\$	-	0%	\$	-	0%	\$	-
8.3.11	3 Steel Canopies	1	LS	\$	36,163.05	\$	36,163.05	0%	\$	-	0%	\$	-	0%	\$	-
8.3.12	3 Bollards per C02	1	LS	\$	2,702.70	\$	2,702.70	0%	\$	-	0%	\$	-	0%	\$	-
8.3.13	Static Mixer & Chlorine Injection Precast Vault	1	LS	\$	16,500.00	\$	16,500.00	0%	\$	-	0%	\$	-	0%	\$	-
8.3.14	Existing Control Room Door	1	LS	\$	12,600.00	\$	12,600.00	0%	\$	-	0%	\$	-	0%	\$	-
8.3.15	Existing Control Room Roof	1	LS	\$	22,575.00	\$	22,575.00	0%	\$	-	0%	\$	-	0%	\$	-
<b>WWTP Sifework Total</b>																
8.4	<b>Yard Piping</b>															
8.4.1	12" Effluent Piping	1	LS	\$	60,000.00	\$	60,000.00	0%	\$	-	0%	\$	-	0%	\$	-
8.4.2	12" Influent Piping	1	LS	\$	50,000.00	\$	50,000.00	0%	\$	-	0%	\$	-	0%	\$	-
8.4.3	6" Sludge Piping	1	LS	\$	25,000.00	\$	25,000.00	0%	\$	-	0%	\$	-	0%	\$	-
8.4.4	8" Backwash Piping	1	LS	\$	30,000.00	\$	30,000.00	0%	\$	-	0%	\$	-	0%	\$	-
8.4.5	Misc. Underground Piping, Tie-Ins, Demo, Etc.	1	LS	\$	10,000.00	\$	10,000.00	0%	\$	-	0%	\$	-	0%	\$	-
8.4.6	Static Mixer & Chlorine Injection Vault Piping - Material	1	LS	\$	3,339.00	\$	3,339.00	0%	\$	-	0%	\$	-	0%	\$	-
8.4.7	Static Mixer & Chlorine Injection Vault Piping - Labor	1	LS	\$	1,443.75	\$	1,443.75	0%	\$	-	0%	\$	-	0%	\$	-
<b>Yard Piping Total</b>																
8.5	<b>Headworks</b>															
8.5.1	Influent Pump Installation per SP10	1	LS	\$	6,460.65	\$	6,460.65	0%	\$	-	0%	\$	-	0%	\$	-
8.5.2	Grating Support Channel and New Grating per SP10	1	LS	\$	5,537.70	\$	5,537.70	0%	\$	-	0%	\$	-	0%	\$	-
8.5.3	Headworks Pump Piping - Material	1	LS	\$	20,002.50	\$	20,002.50	0%	\$	-	0%	\$	-	0%	\$	-
8.5.4	Headworks Pump Piping - Labor	1	LS	\$	7,381.50	\$	7,381.50	0%	\$	-	0%	\$	-	0%	\$	-
<b>Headworks Total</b>																
8.6	<b>Biological Treatment Facility</b>															
8.6.1	Excavation	1	LS	\$	75,000.00	\$	75,000.00	100%	\$	75,000.00	0%	\$	-	100%	\$	75,000.00
8.6.2	Subgrade & Base Rock	1	LS	\$	25,000.00	\$	25,000.00	90%	\$	22,500.00	0%	\$	-	90%	\$	22,500.00
8.6.3	Tank Slab Form & Pour	1	LS	\$	262,500.00	\$	262,500.00	0%	\$	-	45%	\$	118,125.00	45%	\$	118,125.00
8.6.4	Tank Slab Rebar	1	LS	\$	330,750.00	\$	330,750.00	0%	\$	-	70%	\$	231,525.00	70%	\$	231,525.00
8.6.5	Tank Walls Form & Pour	1	LS	\$	682,500.00	\$	682,500.00	0%	\$	-	0%	\$	-	0%	\$	-
8.6.6	Tank Walls Rebar	1	LS	\$	309,750.00	\$	309,750.00	0%	\$	-	15%	\$	46,462.50	15%	\$	46,462.50
8.6.7	Sloped Fills	1	LS	\$	52,500.00	\$	52,500.00	0%	\$	-	0%	\$	-	0%	\$	-
8.6.8	Backfill	1	LS	\$	7,500.00	\$	7,500.00	0%	\$	-	0%	\$	-	0%	\$	-
8.6.9	Aluminum Stair with Railing	1	LS	\$	20,245.05	\$	20,245.05	0%	\$	-	0%	\$	-	0%	\$	-
8.6.10	AeroMod Equipment Installation	1	LS	\$	203,054.25	\$	203,054.25	0%	\$	-	0%	\$	-	0%	\$	-
8.6.11	Pipe Connections Bio Treatment 12"INFP, 12"EFF, 8"LPA & 4"LPA - SP01 & SP02 - Material	1	LS	\$	28,407.75	\$	28,407.75	0%	\$	-	0%	\$	-	0%	\$	-
8.6.12	Pipe Connections Bio Treatment 12"INFP, 12"EFF, 8"LPA & 4"LPA - SP01 & SP02 - Labor	1	LS	\$	23,404.50	\$	23,404.50	0%	\$	-	0%	\$	-	0%	\$	-
8.6.13	Selector Tank Piping - Material	1	LS	\$	819.00	\$	819.00	0%	\$	-	0%	\$	-	0%	\$	-
8.6.14	Selector Tank Piping - Labor	1	LS	\$	3,601.50	\$	3,601.50	0%	\$	-	0%	\$	-	0%	\$	-
8.6.15	Conduit and Pneumatic Systems - Material	1	LS	\$	1,312.50	\$	1,312.50	0%	\$	-	0%	\$	-	0%	\$	-
8.6.16	Conduit and Pneumatic Systems - Labor	1	LS	\$	8,100.75	\$	8,100.75	0%	\$	-	0%	\$	-	0%	\$	-
8.6.17	Aeration Tank Piping - Material	1	LS	\$	8,111.25	\$	8,111.25	0%	\$	-	0%	\$	-	0%	\$	-
8.6.18	Aeration Tank Piping - Labor	1	LS	\$	20,160.00	\$	20,160.00	0%	\$	-	0%	\$	-	0%	\$	-

5 of 7

8.9.8	Pipe Supports with U Bolts A/C05	1	LS	\$	1,845.90	\$	1,845.90	0%	\$	-	0%	\$	-
8.9.9	Effluent Pump Piping - Material	1	LS	\$	22,879.50	\$	22,879.50	0%	\$	-	0%	\$	-
8.9.10	Effluent Pump Piping - Labor	1	LS	\$	9,093.00	\$	9,093.00	0%	\$	-	0%	\$	-
8.9.11	Effluent Pump Station 2W Piping - Material	1	LS	\$	4,898.25	\$	4,898.25	0%	\$	-	0%	\$	-
8.9.12	Effluent Pump Station 2W Piping - Labor	1	LS	\$	5,223.75	\$	5,223.75	0%	\$	-	0%	\$	-
				<b>Effluent Pump Station Total</b>									
8.10	<b>Equipment Procurement</b>												
8.10.1	General Equipment & Mechanical Requirements	1	LS	\$	5,000.00	\$	5,000.00	0%	\$	-	0%	\$	-
8.10.2	Submersible Non-Clog Influent Pumps	1	LS	\$	57,697.50	\$	57,697.50	0%	\$	-	0%	\$	-
8.10.3	Submersible Non-Clog Effluent Pumps	1	LS	\$	57,697.50	\$	57,697.50	0%	\$	-	0%	\$	-
8.10.4	Package Biological Treatment Facility	1	LS	\$	1,563,759.75	\$	1,563,759.75	0%	\$	-	0%	\$	-
8.10.5	Static Mixer	1	LS	\$	5,910.45	\$	5,910.45	0%	\$	-	0%	\$	-
8.10.6	Laboratory Glassware, Apparatus and Equipment	1	LS	\$	17,000.00	\$	17,000.00	0%	\$	-	0%	\$	-
8.10.7	Sampling, Lab and Monitoring Equipment	1	LS	\$	753.90	\$	753.90	0%	\$	-	0%	\$	-
8.10.8	FRP Stop Gates and FRP Chemical Metering Enclosure	1	LS	\$	62,946.99	\$	62,946.99	0%	\$	-	0%	\$	-
8.10.9	Chemical Metering Equipment	1	LS	\$	19,778.86	\$	19,778.86	0%	\$	-	0%	\$	-
				<b>Equipment Total</b>									
8.11	<b>Painting</b>												
8.11.1	Buildings and Doors	1	LS	\$	15,382.50	\$	15,382.50	0%	\$	-	0%	\$	-
8.11.2	Piping and Miscellaneous	1	LS	\$	15,382.50	\$	15,382.50	0%	\$	-	0%	\$	-
				<b>Painting Total</b>									
8.12	<b>Electrical</b>												
8.12.1	Generator	1	LS	\$	173,853.75	\$	173,853.75	0%	\$	-	0%	\$	-
8.12.2	Light Fixtures	1	LS	\$	24,440.85	\$	24,440.85	0%	\$	-	0%	\$	-
8.12.3	Aqua Sierra Controls	1	LS	\$	147,383.25	\$	147,383.25	0%	\$	-	0%	\$	-
8.12.4	Motor Control Centers, Panels, Transformers, Etc.	1	LS	\$	222,247.20	\$	222,247.20	0%	\$	-	0%	\$	-
8.12.5	Underground Trenching, Backfill, Pads, Conduit	1	LS	\$	143,079.30	\$	143,079.30	0%	\$	-	0%	\$	-
8.12.6	Electrical Demo and New Work in Control Bldg, Electric Bldg, Blower Bldg and Operations Bldg	1	LS	\$	60,241.65	\$	60,241.65	0%	\$	-	0%	\$	-
8.12.7	Headworks, Effluent Pumps, Chlorine Electric	1	LS	\$	11,550.00	\$	11,550.00	0%	\$	-	0%	\$	-
8.12.8	Disposal Site Electric Not Counting Panels	1	LS	\$	6,825.00	\$	6,825.00	0%	\$	-	0%	\$	-
8.12.9	Job Move-In Temp Power	1	LS	\$	3,675.00	\$	3,675.00	100%	\$	3,675.00	100%	\$	3,675.00
8.12.10	Set Main Switchboard, Service, MCC2	1	LS	\$	36,626.10	\$	36,626.10	0%	\$	-	0%	\$	-
8.12.11	Hook-Up New Motors	1	LS	\$	10,363.50	\$	10,363.50	0%	\$	-	0%	\$	-
				<b>Electrical Total</b>									
				<b>Bid Item 8 Total</b>									
				<b>Bid Item 9</b>									
9	<b>Bid Item 9</b>												
	All work as required to install the Indirect Sludge Dryer System as defined in Addendum No. 3.												
9.1	Administration Requirements	1	LS	\$	20,000.00	\$	20,000.00	25%	\$	5,000.00	10%	\$	2,000.00
9.2	Indirect Sludge Dryer System	1	LS	\$	558,979.15	\$	558,979.15	0%	\$	-	30%	\$	167,693.75
9.3	Demolition	1	LS	\$	5,250.00	\$	5,250.00	0%	\$	-	0%	\$	-
9.4	Concrete Slab	1	LS	\$	21,000.00	\$	21,000.00	0%	\$	-	0%	\$	-



9.5	Decrease Bio Tank Size	1	LS	\$ (45,150.00)	\$ (45,150.00)	0%	\$ -	-	0%	\$ -	-
9.6	Paving	1	LS	\$ 3,300.00	\$ 3,300.00	0%	\$ -	-	0%	\$ -	-
9.7	Gas, Water, Drain & Misc. Piping for Sludge Dryer - Material	1	LS	\$ 2,903.25	\$ 2,903.25	0%	\$ -	-	0%	\$ -	-
9.8	Gas, Water, Drain & Misc Piping for Sludge Dryer - Labor	1	LS	\$ 4,305.00	\$ 4,305.00	0%	\$ -	-	0%	\$ -	-
9.9	Sludge Dryer System Installation	1	LS	\$ 33,143.25	\$ 33,143.25	0%	\$ -	-	0%	\$ -	-
9.10	Sludge Dryer Venting	1	LS	\$ 49,714.35	\$ 49,714.35	0%	\$ -	-	0%	\$ -	-
9.11	Doors	1	LS	\$ 9,555.00	\$ 9,555.00	0%	\$ -	-	0%	\$ -	-
				<b>Bid Item 9 Total</b>			<b>\$ 5,000.00</b>			<b>\$ 169,693.75</b>	
<b>TOTAL</b>				<b>\$ 10,631,000.00</b>			<b>\$ 677,959.64</b>			<b>\$ 598,956.24</b>	<b>\$ 1,276,915.88</b>

Original Contract Amount \$ 10,631,000.00

Total Change Orders \$ -

Total Contract + Change Orders \$ 10,631,000.00

Contract Work + Change Orders Performed To Date \$ 1,276,915.88

Work To Date Minus 5% Retention \$ 1,213,070.09

Previous Billed Less 5% Retention \$ 644,061.66

Work To Date Minus Previous Billed \$ 569,008.43

**TOTAL AMOUNT DUE \$ 569,008.43**



COMMUNITY DEVELOPMENT SERVICES  
PLANNING DIVISION  
COUNTY OF HUMBOLDT

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<http://co.humboldt.ca.us/CDS/Planning>

April 16, 2012

Julie Woodall  
City of Rio Dell  
675 Wildwood Avenue  
Rio Dell, CA 95562

RE: Notice of Release for the Planning Commission Approved Draft General Plan and Draft Environmental Impact Report

Dear Ms. Woodall,

It is with great pleasure that the Humboldt County Board of Supervisors announces the release of the Planning Commission Approved Draft General Plan and Draft Environmental Impact Report! At this time, we would like to reach out to you, our local planning partner, and request to be placed on your Council's agenda for a public presentation of the recommended changes to the Plan and the key findings of the environmental review.

County staff recently provided your organization with a disc containing copies of the draft Plan, the DEIR and recommended countywide mapping changes made by the Commission. Supervisor Clendenen and I would like the opportunity to provide a brief overview of these changes, the key differences from the draft Plan and Framework Plan, and the identified environmental impacts. We will then provide a status of the General Plan Update program, with an explanation of the opportunities for input and involvement for Board consideration.

We envision that the presentation will last from 15 to 20 minutes and be followed by a 10-minute question and answer session. Of course, we'd also make ourselves available to respond to any public comments per your council's direction.

Thank you for considering our request. We stand by to answer any questions you may have and to schedule the presentation as appropriate. We have always appreciated your City's participation in county-wide planning initiatives and look forward to working with you and your staff.

Sincerely,

  
Martha Spencer  
Supervising Planner  
(707) 268-3704




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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



For Meeting of: June 5, 2012

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Ron Henrickson, City Manager 

Date: May 29, 2012

Subject: One Way Streets & Town Center Zoning

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Staff organized a meeting on May 16, 2012 regarding designating a number of the streets in the "Avenues" neighborhood as one-way streets and redesignating much of the "Avenues" neighborhoods from Town Center to Urban Residential. About 20 people attended the meeting, including both the Police Chief and Fire Chief. Included as Attachments 1 and 2 are copies of the mailers that were sent to the City residents.

### **One Way Streets**

As expected, there were concerns regarding changing the streets to one way streets. All agreed that there is both an access problem and a parking problem on most of the streets in the neighborhood.

There were basically four options discussed: (1) one way streets; (2) parking restricted to one side of the street only; (3) parking by permit only; and (4) no change at all.

### **One Way**

All agreed that the one way street concept would work but it would be a little more inconvenient and would take time to get used to.

### **Parking One Side**

Parking on one side of the street would displace many vehicles and may become an enforcement issues for the Police department. It was stated that some residents may have 6 or 7 vehicles.

## **Permit Parking**

The idea of permit parking was discussed. It was thought that each resident would be limited to two on-street parking permits. Although this may work for a number of the resident's, a significant portion of the residences do not have on-site parking spaces and have more than two vehicles. This option would also require enforcement by the Police department. This option had some support, but it would not eliminate the congestion that is intended as part of the one way street concept.

It should be noted that the group discussed the number of unregistered or non-operating vehicles contributing the congestion and parking problems in the neighborhood. The Police Chief indicated that the Police department does respond to complaints and does have vehicles abated and encouraged the group to let his department know of any unregistered or non-operating vehicles.

Near the end of the discussion, one resident said that safety and emergency access should be the community's priority, not the inconvenience of taking a few seconds longer to get to and from home. The discussion wound down and there was a general consensus to think about the one way concept and discuss it with their neighbors. Staff informed the group that we would schedule another meeting, possibly a joint study session with the Planning Commission and City Council to determine which of any of the options to pursue.

## **Town Center**

Staff discussed the concept of redesignating all but those parcels that front on Wildwood Avenue from Town Center to Urban Residential. It was pointed out that a major reason that area was designated Town Center is that the TC zone allows residential uses on lots as small as 2,500 square feet. The reduced minimum lot size did facilitate the tear down of older dilapidated structures, subdivision and construction of new homes on a few parcels in the area.

The main reason for redesignating the parcels is that the Town Center zone allows a number of uses which may not be compatible with the residential character of the neighborhood. Another reason for redesignating the area back to residential is that some lenders have questioned the residential use in a commercial zone.

In the end, there was support from those in attendance to redesignate all but those parcels that front on Wildwood Avenue from Town Center to Urban Residential.

## **Attachments**

Attachment 1: One Way Streets Concept Meeting Notice.

Attachment 2: Town Center Meeting Notice.





## MEETING NOTICE

### One Way Streets Concept

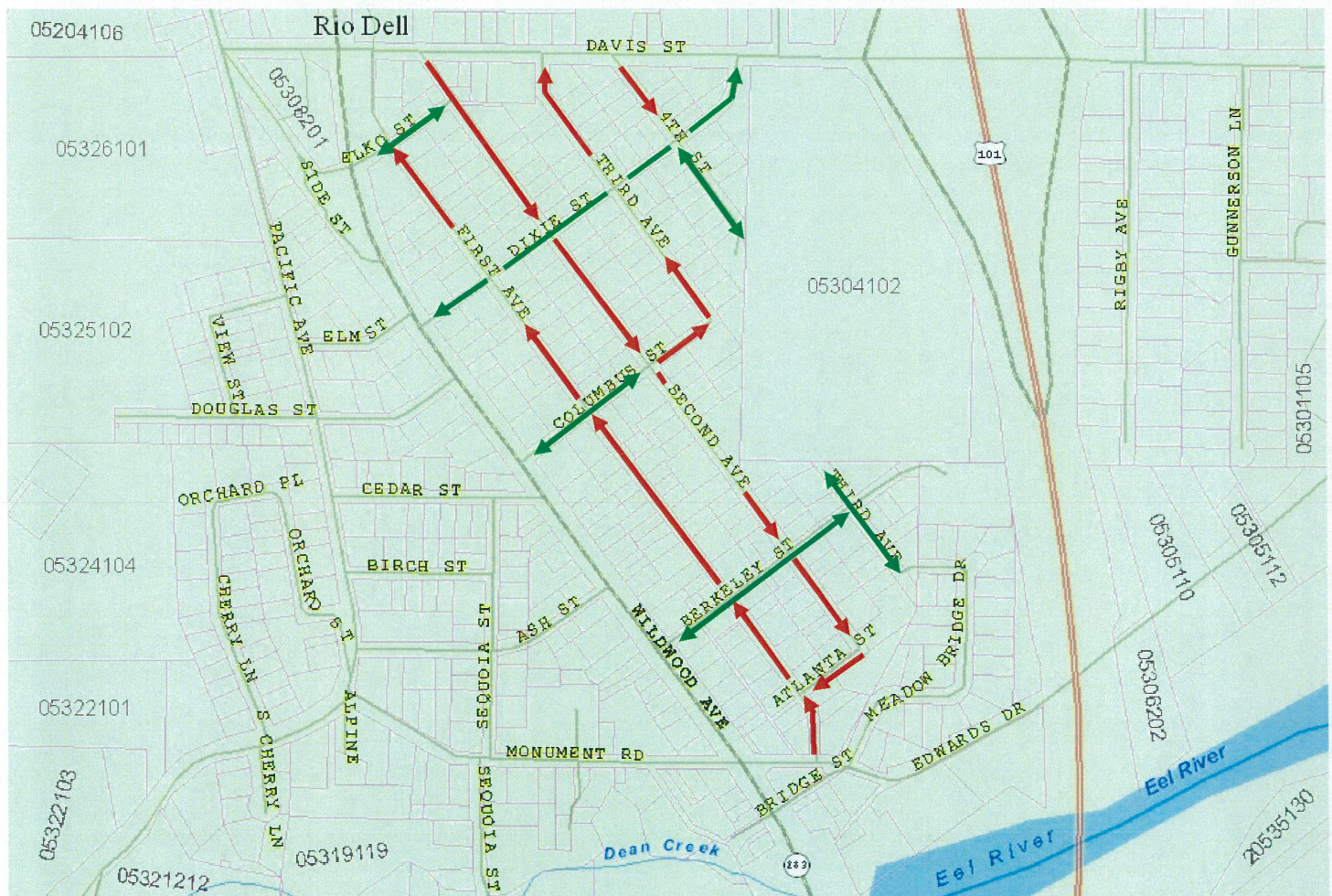
Wednesday, May 16, 2012

City Council Chambers

6:00 PM



On **Wednesday, May 16, 2012 at 6:00 PM** the City will hold an informational meeting with residents and property owners to discuss the possibility of establishing **ONE-WAY** streets in the “**Avenues**” neighborhood. The purpose of the meeting is to solicit your comments and concerns regarding the concept. The purpose of the concept is to improve, pedestrian, bicycle and vehicular safety, including emergency response access. Currently due to the narrow street widths and the amount of on-street parking, it is very difficult if not impossible to pass an oncoming vehicle. This would be very undesirable in an emergency situation. Please note that on-street parking would remain the same.



You input is needed and appreciated in order to determine if the City should pursue this concept. Please join us on **May 16<sup>th</sup>** and let your voice be heard. We want to hear from you, your friends and your neighbors. If you have any questions please feel free to contact **Kevin Caldwell** at (707) 764-3532 or by email at [kcaldwell@riodellcity.com](mailto:kcaldwell@riodellcity.com).

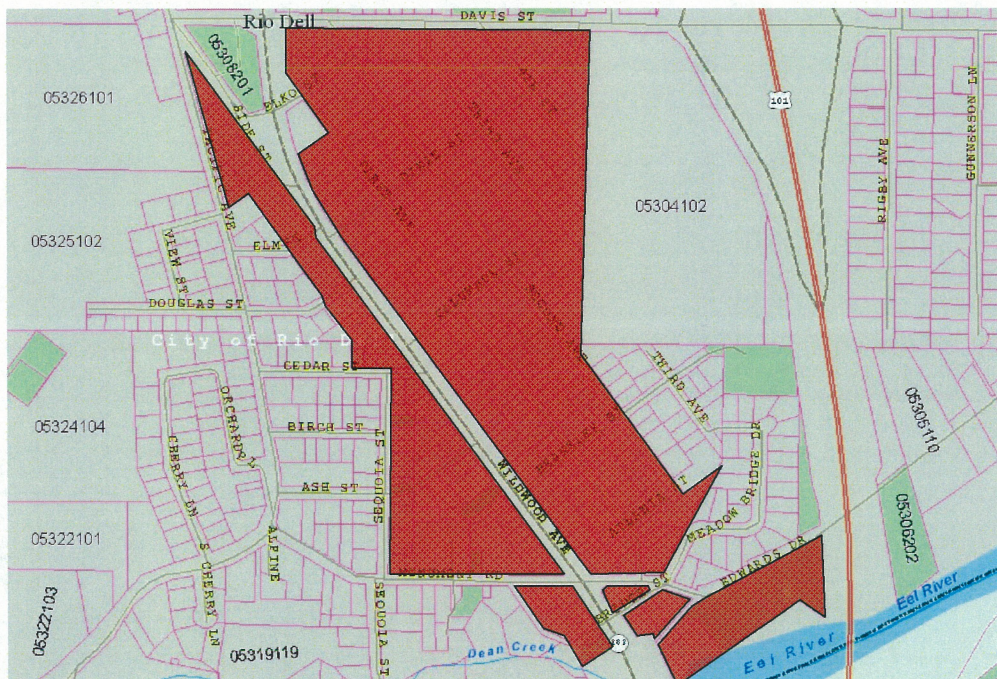


## MEETING NOTICE

**Town Center Zoning**  
Wednesday, May 16, 2012  
City Council Chambers  
7:00 PM



On **Wednesday, May 16, 2012 at 7:00 PM** or as soon thereafter the matter can be heard, the City will hold an informational meeting with residents and property owners to discuss the possibility redesignating parcels in the "Avenues" neighborhood from Town Center to Urban Residential. The purpose of the meeting is to solicit your comments and concerns regarding the concept.

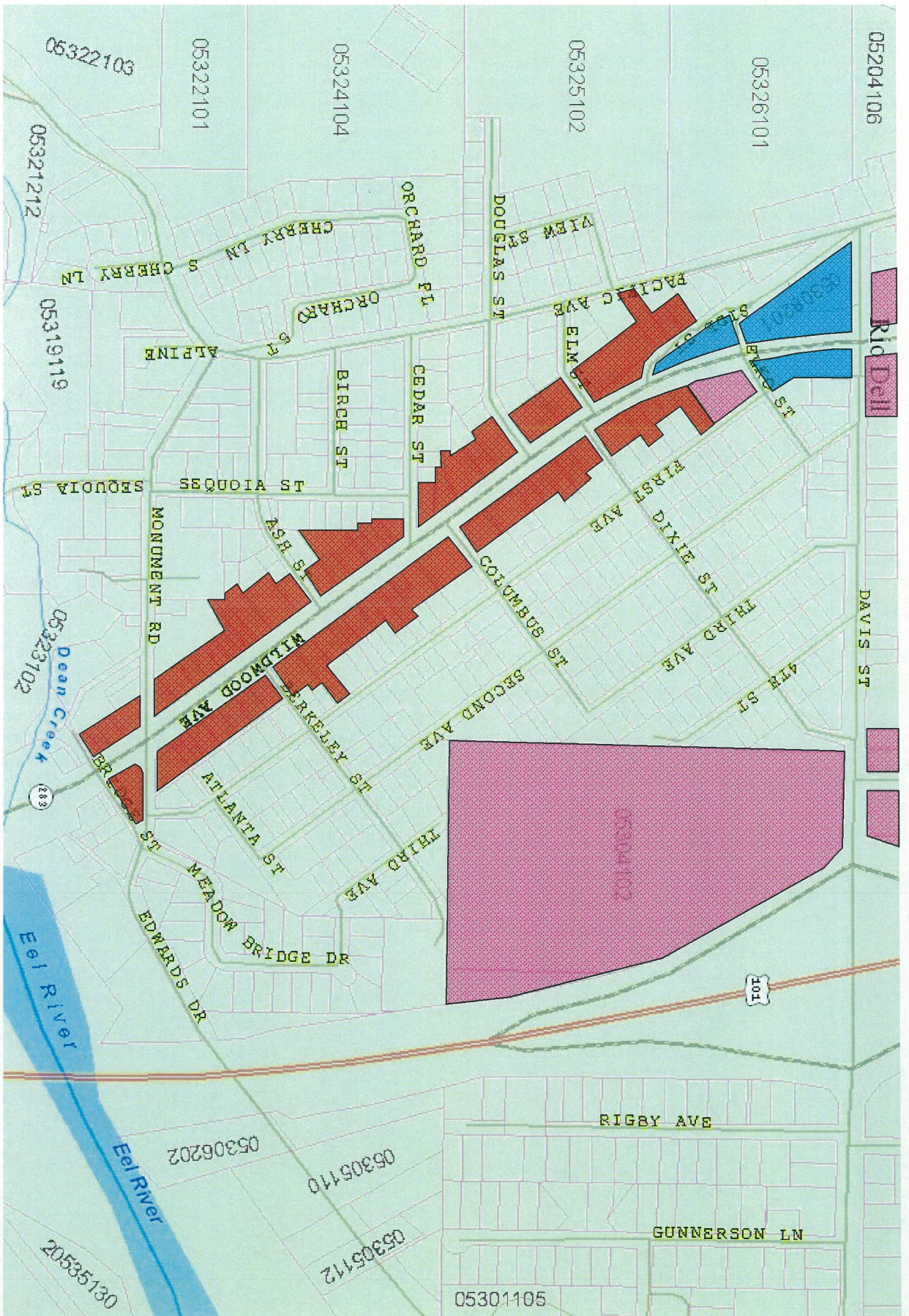


In 2004 the City redesignated much of the "Avenues" neighborhood from its traditional "Residential" zoning to the current "Town Center" zoning designation. The Town Center designation allows a number of uses which may not be compatible with the residential character of the existing neighborhoods. The Town Center zone allows business and professional offices, retail sales and services, restaurants, bars, theaters, galleries, hotels and motels. The Urban Residential zone allows residences, second units and Home Occupations. City staff is considering redesignating those parcels that do not front on Wildwood Avenue to Urban Residential.

City staff is also considering amending the allowed uses in the Town Center zone to eliminate detached and attached single family dwellings and to include artisan studios (i. e. woodworking, ceramics, glass works, metal sculpting, etc.) as Conditionally Permitted uses.

Your input is needed and appreciated in order to determine if the City should pursue this concept. Please join us on **May 16<sup>th</sup>** and let your voice be heard. We want to hear from you, your friends and your neighbors. If you have any questions please feel free to contact **Kevin Caldwell** at (707) 764-3532 or by email at [kcaldwell@riodellcity.com](mailto:kcaldwell@riodellcity.com).





Town Center Alternative Designations




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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



For Meeting of: June 5, 2012  
**SUPPLEMENTAL INFORMATION**

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Ron Henrickson, City Manager 

Date: May 29, 2012

Subject: Albin General Plan Amendment and Zone Reclassification

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As you're aware the Council considered the Albin amendments at the meeting of May 15<sup>th</sup>. Both Council members Leonard and Marks were not able to attend the meeting. After public comment, Council members, Wilson, Thompson and Mayor Woodall discussed and deliberated the application. I believe the Council felt that the proposed amendments have both advantages and disadvantages. Council member Wilson felt that it was in the City's best financial interest to redesignate the property Community Commercial to Urban Residential.

Following the discussion, Council member Wilson made a motion to approve the proposed General Plan Amendment and Zone Reclassification. The Motion was seconded by Council member Thompson and the Council voted 2-1 to approve the requested amendments. There was subsequent discussion regarding the Council's action and whether a majority of the entire Council was required in order to approve the proposed amendments. At that point the Council determined that it would be in the best interest of the City to have the other Commissioner's consider and vote on the proposed amendments. As such, Council member Wilson made a motion to withdraw his original motion and continue the item to the meeting of June 5<sup>th</sup>. The motion was seconded and passed 3-0.

Staff subsequently reviewed the Government Code regarding Plan Amendments and Zone Reclassifications and determined that a majority of the total membership of the legislative body is required in order to approve General Plan Amendments. Staff checked with legal counsel and it was confirmed that a majority of the entire Council is required to approve General Plan Amendments.




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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



**For Meeting of: June 5, 2012**

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Ron Henrickson, City Manager 

Date: May 30, 2012

Subject: CDBG Owner Occupied Rehabilitation Guidelines

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#### **Recommendation:**

That the City Council:

1. Receive staff's report regarding revisions to the Owner Occupied Rehabilitation Guidelines;
2. Open the public hearing, receive public input and deliberate;
3. Adopt Resolution No. 1153-2012 amending the CDBG Owner Occupied Rehabilitation Guidelines.

#### **Discussion**

At your meeting of May 16, 2012 you considered changes to the CDBG Program Guidelines. Some of the changes are minor changes associated with typo's and updated income and rent limits.

In addition, in an attempt to encourage more folks to take advantage of the program, staff recommended that the City adopt a sliding scale interest rate based on income. The current interest rate for owner occupied rehabilitation loans is 3% simple interest. The City of Arcata recently lowered their interest rate to 1 ½%. The recommended sliding scale is based on household income levels: Extremely Low Income 1%; Very Low Income 2%; Low Income 3%. Interest rate is simple interest deferred for a period up to fifteen (15) years and up to



thirty (30) years or time of sale or transfer for homeowners over 65 and/or Extremely Low Income or Very Low Income.

Staff also recommended that the interest rate for qualified Eligible Owner-Investor Units be amended from the current 7% interest to 5% interest. This recommendation was based on the current market interest rates.

Mayor Woodall raised the issue of whether or not the City is obligated to provide Owner-Investor loans. Furthermore, Council member Thompson suggested that Owner-Occupied loans be given priority over Owner-Investor loans. Staff checked with State representatives and the City is not obligated to provide Owner-Investor loans. As such, should the City continue to offer Owner-Investor loans, the City may prioritize Owner-Occupied loans.

The question of whether or not the Owner-Investor units had to be occupied by the owner was also raised. The Owner-Investor is not required to occupy one of the units, but is required to execute a Rent Limitation Agreement limiting rents to no more than Department of Housing and Community Development (HUD) Fair Market Rent (FMR) schedule.

Staff has submitted the proposed revisions to the State for their review and approval. The State has reviewed and preliminarily approved the recommended changes. Once the Council adopts the Resolution amending the Guidelines, the State has indicated that they will formally approve the changes.

### **Alternatives**

The Council could choose to not amend the Guidelines as recommended.

### **Attachments**

Attachment 1: Resolution No. 1153-2012 amending the City's Housing Rehabilitation Program Guidelines.

Attachment 2: Summary of recommended changes.



**RESOLUTION NO. 1153 - 2012**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AMENDING THE 2006  
HOUSING REHABILITATION PROGRAM GUIDELINES**

**WHEREAS** the existing CDBG Housing Rehabilitation Program Guidelines were adopted in 2006; and

**WHEREAS** The Guidelines currently refer to the Uniform Building Code which has been superseded by the adoption of the California Building Code (CBC) in 2010; and

**WHEREAS** the Guidelines are hereby revised to reflect the California Building Code; and

**WHEREAS** the current Guidelines refer to the 2006 Income Eligibility and Rental Limitation Requirements; and

**WHEREAS** the Guidelines are hereby revised to reflect the current 2012 requirements; and

**WHEREAS** the current interest rate for owner occupied rehabilitation loans is 3% simple interest; and

**WHEREAS** in an attempt to encourage more residents to take advantage of the program, the City hereby adopts a sliding scale interest rate based on income; and

**WHEREAS** the a sliding scale is based on household income levels: Extremely Low Income 1%; Very Low Income 2%; Low Income 3%; and

**WHEREAS** the interest rate is simple interest deferred for a period up to fifteen (15) years and up to thirty (30) years or time of sale or transfer for homeowners over 65 and/or Extremely Low Income or Very Low Income; and

**WHEREAS** the interest rate for qualified Eligible Owner-Investor Units is hereby amended from the current 7% interest to 5% interest.



**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Rio Dell hereby amends the CDBG Housing Rehabilitation Program Guidelines as described herein; and

**BE IT FURTHER RESOLVED** that the proposed changes will become effective upon written approval from the Department of Housing and Community Development.

**I HEREBY CERTIFY** that the forgoing Resolution was duly noticed, introduced and approved at a regular meeting of the City Council of the City of Rio Dell on June 5, 2012 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Julie Woodall, Mayor

ATTEST:

\_\_\_\_\_  
Karen Dunham, City Clerk



## Proposed 2012 CDBG Housing Rehabilitation Program Guideline Amendments

### 4) REHABILITATION STANDARDS...Pg. 3 Guidelines

#### *B) Prioritization of Rehabilitation Needs:*

2. Converting to current ~~Uniform~~ **California** Building Code (~~UBC~~) (**CBC**) standards: Examples include moving bathroom access to hallways or off of kitchen; stairs and porch upgrades.

### 5) FINANCING TERMS...Pg. 5 Guidelines

#### *D) Financing Terms for Eligible Owner-Occupied Property...Pg. 6 Guidelines*

Financing terms are made flexible to allow for maximum affordability.

- ~~1. The rehabilitation loan will be financed at 3% simple interest deferred for a period up to fifteen (15) years, thirty (30) years for homeowners over 65 and/or very low income.~~
1. The rehabilitation loan will be financed based on a sliding scale based on household income levels: Extremely Low Income 1%; Very Low Income 2%; Low Income 3%. Interest rate is simple interest deferred for a period up to fifteen (15) years and up to thirty (30) years or time of sale or transfer for homeowners over 65 and/or Extremely Low Income or Very Low Income.

#### *E) Financing Terms for Eligible Owner-Investor Units...Pg. 6 & 7 Guidelines*

1. Amortized loans with an interest rate of ~~seven~~ **five** percent (~~7%~~) (**5%**) will be provided to investors with qualified projects. Up to \$60,000 per unit is available. The term of the loan will be a minimum of 15 years but can be extended out to 30 years if the debt service on the property is too high and a lower payment is needed to allow for all necessary repairs to be done or to make the project financially feasible. The investor must produce documentation showing excessive debt on the property to get any changes to the rates and terms.



## INCOME ELIGIBILITY...Pg. 16 Guidelines

<b>TABLE A</b> <b>HUD Income Limits 2006 2012</b> <b>HUMBOLDT COUNTY</b>								
Household Size	1	2	3	4	5	6	7	8
Maximum Annual Income	\$28,450	\$32,500	\$36,600	\$40,650	\$43,900	\$47,150	\$50,400	\$53,650
Maximum Annual Income	\$34,450	\$37,050	\$41,700	\$46,300	\$50,050	\$53,750	\$57,450	\$61,150

## RENT LIMITATION AND TENANCY SCHEDULE AGREEMENT...Pg. 38 Guidelines

4. The following are the maximum rents which may be charged during the first year after rehabilitation has been completed, subject to annual adjustment based on changes in the FMR schedule, notwithstanding any change(s) of ownership or transfer(s) of the property:

Unit #	Unit Size (# of Bedrooms)	Monthly Rent		Utility Costs		Total
	Efficiency	\$455 \$572	+		=	
	1 Bedroom	\$533 \$670	+		=	
	2 Bedroom	\$701 \$882	+		=	
	3 Bedroom	\$1005 \$1265	+		=	



**CITY OF RIO DELL  
HOUSING REHABILITATION PROGRAM  
RENTAL LIMITATION SCHEDULE...Pg. 42 Guidelines**

2001 2012 Section 8 Fair Market Rent Schedule for Humboldt County:					
No. of Bedrooms	0	1	2	3	4
Rent Limitation	\$455	\$533	\$701	\$1005	\$1113
2012 Rent Limitation	\$572	\$670	\$882	\$1265	\$1401

Schedule of rents at 30% of 80% of median income:					
No. of Persons	1	2	3	4	5
Rent Limitation	\$711	\$812	\$915	\$1016	\$1097

At no time can the rent of a tenant exceed the Fair Market Rent Schedule. These guidelines are updated every year and may change. If you wish to check the status of the schedule call the City and ask them to check the status of the schedule. Also, if you have any questions about the schedule or program, please call the City at (707) 764-3532.



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675 Wildwood Avenue  
Rio Dell, Ca 95562  
(707) 764-3532



**CITY OF RIO DELL  
STAFF REPORT  
CITY COUNCIL AGENDA  
JUNE 5, 2012**

TO: Mayor and Members of the City Council

THROUGH: Jim Stretch, City Manager

FROM: Randy Jensen, Water Superintendent

DATE: June 5, 2012

SUBJECT: Cross Connection Control Ordinance No. 288-2012

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

Receive staff report, open public hearing, receive public input and deliberate, and make a motion to conduct second reading (by title only) and adopt Ordinance No. 288-2012 Cross Connection Control, repealing Ordinance No. 196.

**BACKGROUND AND DISCUSSION**

The ordinance was introduced at the May 15, 2012 regular meeting and is coming before the Council for its second reading and adoption. The ordinance will become effective thirty (30) days after the date of approval and adoption.



## ORDINANCE NO. 288-2012

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL REPEALING AND REPLACING ORDINANCE 196 (CROSS CONNECTION CONTROL) OF THE RIO DELL MUNICIPAL CODE

#### Rio Dell Chapter 13.15 CROSS CONNECTION CONTROL

##### Sections:

- 13.15.010 Purpose.
- 13.15.020 Application.
- 13.15.030 Enforcement.
- 13.15.040 Definitions.
- 13.15.050 Cross connections prohibited.
- 13.15.060 Installation of backflow prevention device.
- 13.15.070 Types of backflow prevention device required.
- 13.15.080 Location.
- 13.15.090 Installation.
- 13.15.100 Approved backflow devices.
- 13.15.110 Inspections.
- 13.15.111 New service requirements
- 13.15.112 Water system survey.
- 13.15.113 Customer notification - Assembly installation.
- 13.15.114 Customer notification - Testing and maintenance.
- 13.15.120 Right of entry for inspections.
- 13.15.130 Termination of services.
- 13.15.140 Rates.

##### **13.15.010 Purpose.**

\*The purpose of this chapter, in conjunction with Section 1003 of the Uniform Plumbing Code and the State of California Public Health Administrative Code, Title 17, is to protect the public health by the control and prevention of actual and potential cross connection (1) by requiring the proper installation and safeguarding of service lines leading to premises where cross connections exist or are likely to occur; (2) by periodic inspecting; (3) by regulating plumbing within premises to minimize the danger of contamination to the water system on the premises or the public water system itself. [Ord. 196 § 1, 1988.]

##### **13.15.020 Application.**

This regulation applies throughout the City to all premises and the owners and occupants thereof served by the City's water system. It applies to all systems installed prior to or after its enactment. Every owner and every occupant of premises covered by this regulation is responsible for compliance with its terms



and shall be strictly liable for all damages incurring as a result of failure to comply with express terms and provisions contained herein. [Ord. 196 § 2, 1988.]

#### **13.15.030 Enforcement.**

The Director of Public Works will administer the provisions of this chapter. Any deviation, modification, changes from standard or approval of methods and material shall be by the Director. [Ord. 196 § 3, 1988.]

#### **13.15.040 Definitions.**

The following definitions will apply to interpretation of this chapter:

“Air gap separation” means the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture, or other device and the flood level diameter of the supply pipe measured vertically above the flood level rim of the vessel. In no case may the gap be less than one inch.

“Auxiliary supply” means any water source or system other than the public potable water system that may be available in the building or on the premises.

“Backflow” means the reversal of flow, other than in the intended direction into the distribution of the public water system, from a service connection.

(a) “Back pressure” means the backflow caused by a pump, elevated tank, boiler, or other means that could create pressure within the system greater than the City water supply.

(b) “Back siphonage” means a form of backflow due to a negative or subatmospheric pressure within the water system.

“Backflow prevention device” means an approved device to counteract back pressure or prevent back siphonage.

“Cross connection” means any physical arrangement whereby a public water system is connected directly or indirectly with any other nonpotable water system sewer, drain, conduit, pool, storage, reservoir, plumbing fixture, or other device which contains, or may contain, contaminated water, sewage, or other waste or liquid of unknown or unsafe quality which may be capable of imparting contamination into the public water system as a result of backflow. Bypass arrangements, jumper connections, moveable sections, swivel or changeover devices, or other temporary or permanent devices through which, or because of which, backflow could occur are considered to be cross connections.

“Double check valve assembly (DCVA)” means an approved assembly composed of two single, independently acting check valves, including tightly closing shutoff valves located at each end of the assembly and suitable connections for testing the watertightness of each check valve.

“Reduced pressure principle backflow prevention device (RPBD)” means an approved device incorporating two or more check valves and an automatically operating differential relief valve located



between the two checks, two shutoff valves, and equipped with the necessary appurtenances for testing. The device must operate to maintain the pressure in the zone between the two check valves, less than the pressure on the public water system side of the device. At cessation of normal flow, the pressure between the check valves must be less than the supply pressure. In case of leakage of either check valve, the differential relief valve must operate to maintain the reduced pressure by discharging to the atmosphere. When the inlet pressure drops below two pounds per square inch, the relief valve must open to the atmosphere, thereby providing an atmospheric zone between the two check valves. [Ord. 196 § 4, 1988.]

**13.15.050 Cross connections prohibited.**

Except as provided below, all cross connections, whether or not they are controlled by automatic devices such as check valves or by hand-operated mechanisms such as gate valves or stop cocks, are prohibited.

Failure on the part of persons, firms or corporations to discontinue the use of all cross connections and to physically separate cross connections is sufficient cause for the immediate discontinuance of public water services to the premises. [Ord. 196 § 5, 1988.]

**13.15.060 Installation of backflow prevention device.**

Backflow prevention devices shall be installed and properly maintained at the service connection or within any premises where in the judgment of the Director of Public Works the nature and extent of activity on the premises, materials used in connection with the activities or materials stored on the premises would present an immediate or potential hazard to the public's health should a cross connection occur, even though such cross connection does not exist at the time the backflow prevention device is required to be installed. This includes:

- (1) Premises having an auxiliary water supply.
- (2) Premises having internal cross connections that are not correctable, or intricate plumbing arrangements which make it impracticable to ascertain whether or not cross connections exist.
- (3) Premises where entry is restricted so that inspection for cross connections cannot be made with sufficient frequency or at sufficiently short notice to ensure that cross connections do not exist.
- (4) Premises having a history of cross connections being established or reestablished.
- (5) Premises on which any substance is handled under pressure so as to permit entry into the public water system or where a cross connection could reasonably be expected to occur. This includes the handling of process waters and cooling waters.
- (6) Premises with commercial or residential water softener units (backwash).



(7) Premises where materials of a toxic or hazardous nature are handled such that if backflow should occur, a serious health hazard may result.

(8) The following types of facilities will fall into one of the above categories where a backflow prevention device shall be installed at these facilities as set forth in the California Administrative Code, Title 17, Public Health, unless the Director of Public Works determines that no health hazard exists:

- (a) Hospitals, mortuaries, clinics;
- (b) Laboratories;
- (c) Sewage treatment plants;
- (d) Food and beverage processing plants;
- (e) Chemical plants using a water process;
- (f) Metal plating industries;
- (g) Petroleum processing or storage plants;
- (h) Radioactive material processing plants or nuclear reactors;
- (i) Car washes;
- (j) Any building or structure three stories or higher;
- (k) Others specified by the certified cross connection specialist. [Ord. 196 § 6, 1988.]

**13.15.070 Types of backflow prevention device required.**

The type of prevention device required by the City of Rio Dell depends on the degree of hazard which exists, as follows:

(1) An air-gap separation or reduced pressure backflow prevention device shall be installed where the water supply may be contaminated by sewage, industrial waste of a toxic nature, or other contaminant which would cause a health hazard.

(2) In the case of a substance which may be objectionable but not hazardous to health, a double check valve assembly, air-gap separation or reduced pressure principle backflow prevention device shall be installed.

(3) Pressure type vacuum breaker units (spring loaded) are the approved units for City-supplied irrigation systems. The unit must be installed at least 12 inches above the highest fixture point of water usage and in such a manner that drainage will preclude back pressure. [Ord. 196 § 7, 1988.]



**13.15.080 Location.**

Backflow prevention devices required by this chapter must be installed at the meter, at the property line of the premises when meters are not used or at a location designated by the Director of Public Works. The device must be located so as to be readily accessible for maintenance and testing, and where part of the device will not be submerged or hidden from proper inspection. [Ord. 196 § 8, 1988.]

**13.15.090 Installation.**

Backflow prevention devices required by this chapter must be installed under the supervision of the DPW. [Ord. 196 § 9, 1988.]

**13.15.100 Approved backflow devices.**

Any protective device required by this chapter must be a model approved by a hydraulics testing laboratory recognized by the State Department of Health Services, such as the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research, as specified in their latest approved list of backflow devices. [Ord. 196 § 10, 1988.]

**13.15.110 Inspections.**

Backflow prevention devices must be inspected and tested annually or more often when inspections indicate any occasion of failure. The device must be repaired, overhauled, or replaced whenever it is found to be defective. Inspections and tests must be made by a certified cross connection specialist and the device tagged. Inspections, testing, maintenance and repairs will be at the expense of the owner or occupant. [Ord. 196 § 11, 1988.]. The City of Rio Dell will maintain a list of locally available qualified backflow prevention device testers and will provide the list to customers that are required to test backflow prevention devices.

**13.15.111 New Service Requirements.**

The City shall review all requests for new services to determine if backflow protection is needed. Plans and specifications must be submitted to the City upon request for review of possible cross-connection hazards as a condition of service for new service connections. If it is determined that a backflow prevention assembly is necessary to protect the public water system, the required assembly must be installed before services will be granted.

**13.15.112 Water System Survey.**

The City of Rio Dell will periodically conduct necessary surveys of water users to evaluate the degree of potential health hazards. The City of Rio Dell shall notify users when backflow prevention assemblies are required to be installed (Rio Dell Regulation 13.15.113). The City of Rio Dell shall notify users when backflow prevention assemblies are required to be tested (Rio Dell Regulation 13.15.114).

**13.15.113 Customer Notification - Assembly installation.**



The City will notify the water user of the survey findings, listing the corrective actions to be taken if any are required. A period of 60 days will be given to complete all corrective actions required including installation of backflow prevention assemblies.

A second notice will be sent to each water user who does not take the required corrective actions prescribed in the first notice within the 60-day period allowed. The second notice will give the water user a two-week period to take the required corrective action. If no action is taken within the 2-week period the City may terminate water service to the affected water user until the required corrective actions are taken.

**13.15.114 Customer Notification - Testing and Maintenance.**

The City will notify each affected water user when it is time for the backflow prevention assembly installed on their service connection to be tested. This written notice shall give the water user 30 days to have the assembly tested and supply the water user with the necessary form to be completed and resubmitted to the City.

A second notice shall be sent to each water user who does not have their backflow prevention assembly tested as prescribed in the first notice within the 30 day period allowed. The second notice will give the water user a two-week period to have his/her backflow prevention assembly tested. If no action is taken within the 2-week period the City may terminate water service to the affected water user until the subject assembly is tested.

Backflow preventers shall be tested immediately after they are installed, relocated or repaired and not placed in service unless they are functioning as required.

**13.15.120 Right of entry for inspections.**

An authorized employee of the City shall have reasonable access to any premises supplied with water for the purpose of making inspections for cross connection control, inspections of the water system and water meters upon such premises. [Ord. 196 § 12, 1988.]

**13.15.130 Termination of services.**

When the City of Rio Dell encounters water uses that represent a clear and immediate hazard to the potable water supply that cannot be immediately abated, the procedure for terminating water service shall be instituted. Conditions or water use that create a basis for water service termination shall include, but are not limited to, the following:

1. Refusal to install or to test a backflow prevention assembly, or to repair or replace a faulty backflow prevention assembly.
2. Direct or indirect connection between the public water system and a sewer line.
3. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants.



4. Unprotected direct or indirect connection between the public water system and an auxiliary water system.

For condition 1 the City of Rio Dell will terminate service to a water user's premises after proper notification has been sent. If no action is taken within the allowed time period, water service shall be terminated.

For conditions 2, 3, or 4, the City of Rio Dell shall take the following steps:

1. Make reasonable effort to advise the water user of the intention to terminate water service; and
2. Terminate water service and lock service valve. The water service shall remain inactive until correction of the violations has been approved by the City of Rio Dell.

**13.15.140 Rates.**

Rates will be established or amended, whenever necessary, by resolution of the City Council. [Ord. 196 § 14, 1988.]